



## HOUSTON COUNTY COMMISSIONERS COURT

### MINUTES

### REGULAR MEETING

### OCTOBER 22, 2024

The Commissioners' Court of Houston County met in a regular, called meeting on October 22, 2024 **in person and via zoom**, with the following members present, to wit:

#### The Court

Jim Lovell	County Judge	<b>ABSENT</b>
Gary Lovell	Commissioner, Precinct #1	<b>PRESENT</b>
Willie Kitchen	Commissioner, Precinct #2	<b>PRESENT</b>
Gene Stokes	Commissioner, Precinct #3	<b>PRESENT</b>
Jimmy Henderson	Commissioner, Precinct #4	<b>PRESENT</b>
Terri Meadows	County Clerk	<b>PRESENT</b>

#### County Officials/Employees in person:

Andy Biscamp	Bailiff
Kris Dyches	Insurance Coordinator
Laura Goolsby	District Clerk
Melissa Jeter	County Auditor
Carl Johnson	Facilities Administrator
Sharon Luker	Administrative Assistant to the Commissioners
Cynthia Lum	Elections Administrator
Todd McConnell	IT
Heath Murff	Emergency Management
Jan Pigford	Administrative Assistant to the County Judge
Daphne Session	County Attorney
Darrellyn Smith	Commissioners Assistant
Red Smith	Constable Precinct 2

#### County Officials/Employees by Zoom:

Sheila Johnson	Grants Administrator
Laronica Wooten-Smith	County Tax Assessor-Collector
Brittani Womack	1 <sup>st</sup> Assistant Auditor

#### Media:

Visitors: James Angerstein (Zoom), Sonny Hubbard (Live Oak), Alexis Johnson (Downtown Crockett Association – DCA), Suzan Knox (Downtown Crockett Association – DCA), Conner Sumbera (Game Warden)

#### (1) Welcome, Invocation and Pledges:

**Commissioner Kitchen called the meeting to order at 9:01 a.m. Commissioner Stokes voiced the opening prayer followed by Commissioner Kitchen leading the Pledge to the American Flag and the Texas Flag.**

- (2) Recognition and comments from guests. (For informational purposes only, with no deliberation and no action taken, except that the Court may discuss whether to include any matter on a future agenda for deliberation and/or action.) **Sonny Hubbard from Live Oak spoke about the company and trash pick-up. Conner Sumbera, new Game Warden introduced himself.**

- (3) Consider approval of prior Commissioners Court minutes. **Commissioner Lovell made a motion to approve the Commissioners Court minutes for October 8, 2024 and October 15, 2024. Commissioner Henderson seconded. Motion carried 4 to 0.**

- (4) Consider approving budget amendments. **None**

- (5) Consider payment of bills and expenses:

- a. Accounts payable
- b. Fund transfers
- c. Ratify Salary expenses

**Commissioner Lovell made a motion to pay all the bills and expenses for a. (Accounts payable), b. (Fund transfers), and c. (Ratify Salary expenses). The motion was seconded by Commissioner Henderson. The Motion carried 4 to 0.**

- (6) Receive information, announcements and reports from County Departments:

- a. County Treasurers Report
- b. Compensatory Report

***Melissa Jeter, County Auditor, shared about the move in our rating from A to A+.***

**Commissioner Lovell made a motion to receive as information the County Treasurers Report and the Compensatory Report. Commissioner Stokes seconded. Motion carried 4 to 0.**

- (7) Consider approving salaries for new and/or transfer employees.

- a. Part-time Clerk – Commissioner’s Office **Commissioner Lovell made a motion to approve the salary of Darrelyn Smith as Part-time Commissioners Assistant at the hourly rate of \$15.11 in Pay Grade 13 effective October 22, 2024. Commissioner Stokes seconded. Motion carried 4 to 0.**

- b. 2 Employees Status Change from Jailer to Jail Sergeant.

**Commissioner Henderson made a motion to approve the salary for promotion of Dustin Brown from Jailer to Jail Sergeant at bi-weekly salary of \$1,730.77 in Pay Grade 19 effective October 22, 2024. Commissioner Stokes seconded. Motion carried 4 to 0.**

**Commissioner Henderson made a motion to approve the salary for promotion of James Lowery from Jailer to Jail Sergeant at bi-weekly salary of \$1,730.77 in Pay Grade 19 effective October 22, 2024. Commissioner Stokes seconded. Motion carried 4 to 0.**

- (8) Discuss and consider approving payment of compensatory, and vacation time for County employees and necessary budget amendments. **Commissioner Lovell made a motion and Commissioner Henderson seconded to approve compensatory payment to Zach Allen, Deputy, in the amount of \$180.46; Gordon Denman, Deputy, in the amount of \$113.61; Matthew VanEgmond, Deputy, in the amount of \$169.35; J’darius Pruitt, Dispatcher, in the**

amount of \$209.76; and Dwayne Hughes, Pct 3 Road Hand, in the amount of \$68.34. Motion carried 4 to 0.

- (9) Discuss and consider declaring received information as surplus inventory and approving transfers between departments. **Commissioner Henderson made a motion and Commissioner Stokes seconded to declare received information as surplus inventory and approve transfers between departments. Motion carried 4 to 0.**
- (10) Discuss and consider taking action on approving a budget amendment for the salary of the new Criminal Clerk position in the District Clerk's Office. **The District Clerk gave a presentation requesting the salary. After some discussion between the Commissioners they were not in favor of the increase in salary and no motion was made.**
- (11) Discuss and consider designating Room # 337 at the Old Jail building located at 112 E. Houston as a computer lab for IT technician. **Commissioner Lovell made a motion to designate Room # 337 at the Old Jail building located at 112 E. Houston as a computer lab for IT technician. Commissioner Stokes seconded. Motion carried 4 to 0.**
- (12) Receive as information Houston County Airport Hangar Lease Square footage Report.
- (13) Discuss and consider approving the Bill of Sale from Mark Whitfill to Craig and Alice Jones and Airport Hanger Lease Agreement executed by Mark Whitfill for transfer to Craig and Alice Jones. **Commissioner Stokes made a motion to receive as information Houston County Airport Hangar Lease Square footage Report and approve the Bill of Sale from Mark Whitfill to Craig and Alice Jones, but to table the Airport Hanger Lease Agreement executed by Mark Whitfill for transfer to Craig and Alice Jones. Commissioner Lovell seconded. Motion carried 4 to 0.**
- (14) Discuss and consider action on application for the Hotel Occupancy Tax Fund and agreement with Downtown Crockett Association for the "Holiday Tour of Homes 2024" to be held on Saturday, December 7, 2024. **Commissioner Lovell made a motion to approve the application for the Hotel Occupancy Tax Fund and agreement with Downtown Crockett Association for the "Holiday Tour of Homes 2024" to be held on Saturday, December 7, 2024 (amount requested \$750). Commissioner Henderson seconded. Motion carried 4 to 0.**
- (15) Discuss and consider action on authorizing the County Judge to approve the renewal for the electricity contract through HGAC when rates are at their optimum. **Commissioner Stokes moved to authorize the County Judge to approve the renewal for the electricity contract through HGAC when rates are at their optimum. Commissioner Henderson seconded. Motion carried 4 to 0.**
- (16) Discuss and consider approving the purchase of a 2002 Chevy 2500 pickup (2146) from Keith Davis for Precinct 2 and necessary budget amendments. **NO ACTION TAKEN**
- (17) Discuss and consider approving the disposal of the 2007 (5575) with no bids received for Precinct 2. **Commissioner Stokes made a motion to approve the disposal of the 2007 (5575) with no bids received for Precinct 2. Commissioner Lovell seconded. Motion carried 4 to 0.**

- (18) Discuss and consider re-advertising for bids on the 1991 Dodge (8301) for Precinct 2.  
**Commissioner Henderson made a motion to re-advertise for bids on the 1991 Dodge (8301) for Precinct 2. Commissioner Stokes seconded. Motion carried 4 to 0.**
- (19) Discuss and consider approving to move Precinct 18 voting location from Holly Community Center to Holly Café. **Commissioner Stokes made a motion and Commissioner Henderson seconded to approve moving Precinct 18 voting location from Holly Community Center to Holly Café. Motion carried 4 to 0.**
- (20) Discuss and consider action on authorizing the following items through the Local Assistance and Tribal Consistency Fund Grant Fund and necessary budget amendments:  
a. Discuss selection of a company from received quotes to paint and repair District and County Courtroom walls and authorize payment.  
**Commissioner Lovell made a motion to authorize hiring Piney Woods Painting to paint and repair District and County Courtroom walls and authorize payment from Local Assistance and Tribal Consistency Fund Grant Fund and necessary budget amendments. Commissioner Henderson seconded. Motion carried 4 to 0.**
- (21) Adjourn. **Commissioner Kitchen made a motion for the Commissioners Court Meeting to Adjourn. Commissioner Lovell seconded. The motion carried by everyone rising and leaving the meeting at 9:38 a.m.**

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Jim Lovell, County Judge

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Gary Lovell, Commissioner, Precinct #1

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Willie Kitchen, Commissioner, Precinct #2

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Gene Stokes, Commissioner, Precinct #3

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Jimmy Henderson, Commissioner, Precinct #4

Attest:

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Terri Meadows, County Clerk

Date Approved: November 12, 2024